

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
July 19, 2016**

1. REGULAR MEETING - CALL TO ORDER

At 6:00 p.m. President Blank called the Regular Meeting to order.

2. ROLL CALL

Trustees physically present: Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

Trustees absent: Hafez

Staff present: Executive Director Womack, Assistant Director Christianson, S. Hyson, S. Haase

3. PUBLIC COMMENT

No public comment.

4. ADJUSTMENTS TO THE AGENDA

None.

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting 6/21/16 (Document)

B. Approval of the Minutes of the Closed Session 6/21/16 (Document)

Trustee Stamoolis moved:

“TO APPROVE THE CONSENT AGENDA AS PRESENTED.”

Vice President Rossow seconded the motion and it carried on a unanimous voice vote.

6. TRUSTEE REPORTS/COMMENTS

- Trustee Stoval commented how exciting that the Library is a Pokémon gym.
- President Blank read an article on ILA stating, On July 15 our Governor signed a law that it became legal for libraries to serve alcohol during educational or cultural events. It permits the sale of alcoholic beverages within any building owned by a library district if its board of trustees approves. Under the provisions of this proposal, each library's board of trustees is required to have a written policy governing how and when alcohol can be sold, and provide proof of insurance before approval of liquor sales at a specific event. This bill allows library districts to generate much-needed revenue to be reinvested back into our libraries. Trustee Caudill and Executive Director Womack commented on the equity of this new law, as a previous law on the books had only permitted one library in the state was allowed to sell alcoholic beverages.
- President Blank was impressed about the global reading group on Overdrive.

7. APPROVAL OF MINUTES OF LAST MEETING AS REVIEWED OR CORRECTED

None.

8. TREASURER’S REPORT

A. June 2016

Trustee Dewey moved:

“TO APPROVE THE JUNE 2016 EXPENDITURES AS AUTHORIZED WITH THE BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”

Vice President Rossow seconded the motion and it carried on a unanimous roll call vote.

AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

ABSENT (1): Hafez

9. CORRESPONDENCE AND COMMUNICATIONS

The Communications folder was made available for all Trustees physically present to review.

10. EXECUTIVE DIRECTOR’S REPORT

- Executive Director Womack received the draft for the facilities study. It will be in finished format for approval at the September meeting.
- The Library received the Per Capita Grant for FY16.
- Interviews have been scheduled for the Facilities Manager position.
- The salary scale is being worked on.
- Updates in the Children’s program room will be added to the Library’s action plan.
- The dashboard document was discussed.

11. STANDING COMMITTEE REPORTS

None.

12. SPECIAL COMMITTEE REPORTS

None.

13. UNFINISHED BUSINESS

A. Discussion of the Privacy Policy

Trustee Caudill moved:

“TO APPROVE THE PRIVACY AND CONFIDENTIALITY POLICY AS REVIEWED AND REVISED ON 07/16 WITH THE CORRECTION OF THE TYPOGRAPHICAL ERROR ON PAGE 1 AND WITH 3. A. AND 3. B. BEING WORDED AS FOLLOWS: 3. A. IF THE MINOR’S LIBRARY CARD IS NOT PRESENTED, THE LIBRARY WILL TELL PARENTS OR LEGAL GUARDIANS THE NUMBER, FORMAT, AND THE VALUE OF ITEMS CHECKED OUT ON A MINOR’S CARD. THE LIBRARY WILL NOT, HOWEVER, RELEASE THE TITLES OF THE ITEMS. 3. B. IF THE MINOR’S LIBRARY CARD IS PRESENTED, THE MINOR’S PARENTS OR

LEGAL GUARDIANS MAY HAVE ACCESS TO ANY CIRCULATION RECORDS THE LIBRARY HOLDS ABOUT THE MINOR.”

Trustee Dewey seconded the motion and it carried on a majority roll call vote.

AYES (5): Blank, Caudill, Dewey, Stamoolis, Stoval

NAYS: (1): Rossow

ABSENT (1): Hafez

B. Identity Act Policy

Trustee Stamoolis moved:

“TO APPROVE THE IDENTITY PROTECTION ACT POLICY WITH A REVIEWED AND REVISED DATE OF 07/16.”

Vice President Rossow seconded the motion and it carried on a unanimous voice vote.

14. NEW BUSINESS

A. Appointment of Two Board Members to Audit 2015/2016 Meeting Minutes

Trustee Stoval and Trustee Dewey volunteered to audit the Board’s meeting minutes for 2015/2016.

B. Per Capita Grant Requirements for FY 16/17

The Library Board reviewed the Per Capita Grant requirements, including Chapter 6 from the Illinois Public Library Standards entitled “Access”.

C. Presentation of 2016/2017 Action Plan

The 2016/2017 Action Plan was reviewed by the Board.

D. Approval of a Contract for an Exhibit from the American Museum of Natural History

Vice President Rossow moved:

“TO APPROVE THE CONTRACT FOR AN EXHIBIT FROM THE AMERICAN MUSEUM OF NATURAL HISTORY PRESENTED BY EXECUTIVE DIRECTOR WOMACK TONIGHT.”

Trustee Stoval seconded the motion and it carried on a majority roll call vote.

AYES (4): Blank, Dewey, Rossow, Stoval

NAYS: (2): Caudill, Stamoolis

ABSENT (1): Hafez

E. Discussion of Timeline for Reviewing Our Corporate Counsel

Executive Director Womack and the Trustees discussed a timeline for reviewing the Library’s corporate counsel. It is anticipated that a decision regarding the Board’s legal counsel will be made on or before the November Board meeting.

F. Building and Grounds Critical Issues

None.

G. Cleaning Services Contract

Executive Director Womack will ask our current cleaning service for a copy of the Library's current contract with the vendor.

15. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2 (c)(1)

At 8:28 p.m. Trustee Stamoolis moved:

“TO APPROVE TO MOVE INTO EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5ILCS 120/2 (c)(1).”

Vice President Rossow seconded the motion and it carried on a unanimous roll call vote.

AYES (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

ABSENT (1): Hafez

B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)

None.

C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)

None.

At 8:53 p.m., President Blank called the Regular Meeting back to order noting the presence of the following trustees

Present (6): Blank, Caudill, Dewey, Rossow, Stamoolis, Stoval

Absent (1): Hafez

16. ADJOURNMENT

At 8:53 p.m. the meeting was adjourned by the unanimous consent of all trustees present.

Kathy Caudill, Secretary

Approved at the next Regular Meeting of September 20, 2016

Cindy Blank, President